JPL
INSPECTION ANNOUNCEMENT

Inspection ID # _____

Overview Meeting

Date: _____
Time: _____
Place: _____

Inspection Meeting

Date: _____
Time: _____
Place: _____

Distribution Date _____

Scheduled Delivery Date: _____

Project: _____

_____

Subsystem _____

_____

Unit(s) or Section (s)/Version: _____

_____

Is This a Re-inspection? ☐ No ☐ Yes, Reason_____

DISTRIBUTION:

Inspectors	Mail-Stop	Role	Area of Expertise
_____	_____	Moderator	_____
_____	_____	Recorder	_____
_____	_____	Reader	_____
_____	_____	Inspector	_____
_____	_____	Inspector	_____
_____	_____	Inspector	_____
_____	_____	Inspector	_____
_____	_____	Inspector	_____
_____	_____	Inspector	_____
_____	_____	Inspector	_____

Size of Work Product: _____

INSPECTION TYPE

☐ SY1: System Requirements
☐ SY2: System Functional Design
☐ SU1: Subsystem Requirements
☐ SU2: Subsystem Functional Design
☐ R1:   Software Requirements
☐ I0:   Architectural Design
☐ I1:   Detailed Design
☐ I2:   Source Code
☐ IT1: Test Plan
☐ IT2: Test Procedures and Functions
☐ Other: _____

Nature Of Work: New : _____%   Modified: _____%   Reused: _____%   Deleted _____%

Reference Documents: _____
_____
_____
_____
_____

Comments _____
_____
_____
_____
_____
_____
_____